

# PREMIER TOOLING & MANUFACTURING, LLC.

## JOB DESCRIPTION

**Position Title:** Journeyman Tool Maker / Mold Maker  
**Department:** Tool Room  
**Reports to:** Tool Room Manager

### **Position summary:**

Build new tooling, repair existing tooling, and analyze tooling problems.

### **Essential Functions:**

Operate machine shop equipment such as lathes, surface grinders, mills, drill presses, and CNC machines.

Fabricate details to specifications from drawings.

Maintain adherence to strict tolerances.

Ensure personal tools are maintained and calibration is current.

Build or repair tooling in an efficient manner to promote customer satisfaction and on time delivery.

Assemble, test, and refine repaired or newly built products.

### **Skills:**

Ability to communicate effectively with all levels of the organization as a team member.

Ability to read and comprehend tooling blueprints.

Willingness to mentor helpers and enhance skills of coworkers.

Ability to analyze tooling or design problems associated with the fabrication process.

Ability to shift priorities from job to job to satisfy customer requirements.

### **Attributes:**

Ability to grasp training agendas quickly and retain knowledge.

Ability to manage time and multitask.

Reliability concerning attendance and punctuality.

Multilimb Coordination and manual dexterity allowing lifting capabilities up to fifty pounds.

Support of the Safety Policy in day to day activities.

Knowledge of appropriate ISO policies and procedures

### **Experience and Education:**

High school diploma ( or GED or high school equivalence certificate )

Journeyman status preferred.

### **Other Responsibilities**

In addition to listed duties, Management reserves the discretion to add or modify the duties and responsibilities of this position at will.